



**Rogue Valley Transportation District
JOB OPPORTUNITY
FULL-TIME VEHICLE FUELER I or II
SEPTEMBER 25, 2026**

Title: Vehicle Fueler I or II
Department: Maintenance
Reports To: Fleet Maintenance Manager
FLSA Status: Non-Exempt
Salary: Vehicle Fueler I: \$25.10 to \$30.50 Hourly
Vehicle Fueler II: \$27.47 to \$33.39 Hourly

SUMMARY

Under general supervision fuels, washes, cleans, and performs other service functions on RVTD's coaches, support vehicles and other work as required. Must be able to work unsupervised on Saturdays and possess a mechanical aptitude.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Move District vehicles from various parking areas to the fuel island. Park District vehicles safely in designated areas.
- Safely fuel equipment with proper fuel, check and adjust engine oil, transmission oil, and other fluids as needed.
- Check air pressure in all tires and fill out all required paperwork as instructed.
- Operate automated vehicle wash.
- Clean interior and exterior of transit coaches and support vehicles. Interior cleaning to include windows, walls, seats, rails mopping, stripping and waxing of floors, etc.
- Sweep, clean and maintain work area.
- Practice safe work habits to include wearing safety equipment when required. Report unsafe working conditions to manager.
- Pull fare box vaults from buses and empty them into vault receiver, then empty fare box vault back in bus.
- Safely operate equipment including but not limited to; forklift, parts washer, automotive/bus lifts, hot water pressure washer, ladders and fabric steam cleaner.
- On Saturdays, assess minor mechanical problems and determine if, when and how vehicles may be replaced on route or at the Transfer Station.
- Perform other duties as required by Fleet Maintenance Manager.
- Assist in maintenance shop as requested. Replace lights on buses and other minor maintenance needs.
- Perform building janitorial work as required.
- Perform other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Reasonable accommodation may be given to individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- High School diploma or a general education degree (GED).
- Experience servicing, fueling and cleaning automotive or heavy-duty equipment desired.
- Candidates with any satisfactory combination of related experience and training that equip them with the required knowledge, abilities, and skills for this position are encouraged to apply. RVTD reserves the right to determine the equivalences of education and experience.

LANGUAGE SKILLS

- Ability to read, interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

- Ability to add, subtract two (2) digit numbers and to multiply, and divide with 10's and 100's.
- Ability to perform these operations using units of American money and weight measurement, volume, and distance.

REASONING ABILITY

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

- **Vehicle Fueler I and II:**
Must possess a valid Oregon driver's license and a good driving record.
- **Vehicle Fueler II:**
Must possess Oregon Class "B" CDL with passenger and air brake endorsement with a valid medical card **or the ability to obtain one within 120 days of employment.**

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands to handle, finger, or feel; talk and hear. The employee is frequently required to stand, walk, and reach with hands and arms, stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance. The employee must regularly lift and/or move up to 50 pounds.

HOW TO APPLY:

Those interested in applying may obtain an application by the following:

Internet: Download an application at: <https://rvtd.org/about/employment-opportunities>

Email: Request that an application be sent by emailing humanresources@rvtd.org

In Person: An application may be obtained by visiting Rogue Valley Transportation District's Administration Office at:

101 S. Front Street
Medford, OR 97501

If you have any questions regarding the application or selection process, please contact Human Resources at: humanresources@rvtd.org or (541) 608-2412.